

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

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|--|---|---|-----------------------------|
| (1) DEPARTMENT General Services | (2) MEETING DATE 9/18/2012 | (3) CONTACT/PHONE Katie Perez, Deputy Director, General Services 805-781-5200 | |
| (4) SUBJECT Submittal of a resolution authorizing execution of a Notice of Completion and Acceptance for construction of the new Creston Fire Station, Webster Road (State Highway 229), District 5 | | | |
| (5) RECOMMENDED ACTION It is recommended that the Board approve the Resolution documents and a Notice of Completion and Acceptance for the construction of the new Creston Fire Station. | | | |
| (6) FUNDING SOURCE(S) <u>Total Funding:</u> \$3,795,538 PFF-Fire \$123,750 PFF-Law \$185,062 PFF-Fire (for Prop Purchase) <u>Project & Property Purchase</u> \$4,104,350 | (7) CURRENT YEAR FINANCIAL IMPACT Remaining FY 2012-13 Budget: \$148,800 | (8) ANNUAL FINANCIAL IMPACT \$164,591 additional annual staffing costs Annual utility costs are estimated to be: \$17,393 Annual Maintenance and Custodial costs are estimated to be: \$9,062 | (9) BUDGETED? Yes |
| (10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____) | | | |
| (11) EXECUTED DOCUMENTS <input checked="" type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A | | | |
| (12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) NA | | (13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: NA <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A | |
| (14) LOCATION MAP Attached | (15) BUSINESS IMPACT STATEMENT? No | (16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Dates 8-26-08, 10-06-09, 1-04-11, 4-19-11 | |
| (17) ADMINISTRATIVE OFFICE REVIEW | | | |
| (18) SUPERVISOR DISTRICT(S) District 5 - | | | |

County of San Luis Obispo



TO: Board of Supervisors

FROM: General Services / Katie Perez, Deputy director, General Service
805-781-5200

DATE: 9/18/2012

SUBJECT: Submittal of a resolution authorizing execution of a Notice of Completion and Acceptance for construction of the new Creston Fire Station, Webster Road (State Highway 229), District 5

RECOMMENDATION

It is recommended that the Board approve the Resolution documents and a Notice of Completion and Acceptance for the construction of the new Creston Fire Station.

DISCUSSION

The new Creston Fire Station construction contract was awarded by the Board on April 19, 2011 to Rarig Construction Inc., in the amount of \$2,519,570. The Construction of the station was substantially completed on July 9, 2012 allowing Cal Fire to occupy the facility. On August 10, Rarig Construction completed remaining construction work and submitted closeout documentation.

The new Creston fire station located at 6055 Webster Road, one mile north of Creston, replaces a small pole barn and two older mobile housing units at the former site on Swayze Road. The new 6,615 square foot fire station's design incorporates several features making it larger than a typical County fire station and equipped to serve the area as a command post. The facility includes double-deep engine bays to accommodate four fire trucks as opposed to two engines in a typical County station. The emergency generator can provide power to the entire facility in an area of the County where power outages are not uncommon. The office and living quarters are designed to house eight fire fighters with additional space for training and community service events. An additional office and interview room serve as the Sheriff's report writing and local communication point.

Extensive site work was also a part of this project. The building pad was raised thirty inches above existing grade to avoid flood hazards. Site improvements were also made to counter-act the effects of liquefaction during a seismic event. A domestic and fire supply well with fire booster pumps and a 30,000 gallon water storage tank were provided. Additionally, emergency vehicle access through the front and back of the fire station was created and a fuel facility was constructed. Highway improvements were made including, undergrounding power and communication lines.

The final construction contract total of \$2,647,834.48 included \$128,264.48 of additional work. Several changes were made during construction to upgrade building materials and to modify the design to address additional needs. Among those changes were: the upgrade from the corrugated metal roof to a standing seam roof, installation of additional concrete flat work, providing vehicle access directly to the equipment yard, and modifying the fire suppression system. The project has a remaining balance of approximately \$69,000. Solar improvements are one use for the residual funds being discussed with the County Administrative Office.

The County has received the final closing documents from Rarig Construction, and the Construction Contract is ready for final completion and acceptance by the Board.

Attached are the following documents that comprise the completion notice for the capital improvement project,

Document 1 – Notice of Completion and Acceptance
Document 2 – Owner's Final Certificate of Completion
Document 3 – Resolution Authorizing Execution of Notice of Completion and Acceptance

The purpose of documents 1, 2, and 3 is to officially file the completion of the project and verify that all payments have been made by the Contractor, and all required submittals have been received by the County from the Contractor. The final notice of completion is also required for the release of the retention thirty-five days following the filing of the notice.

OTHER AGENCY INVOLVEMENT/IMPACT

County Fire, County Administrative Office, Real Property Services, and Architectural Services were involved in the land purchase and the design of the fire station. The Creston Advisory Group and the community were involved in the initial studies for the exterior design of the facility and continued to participate with the installation of the landscaping.

California Department of Transportation inspected work along State Highway 229. PG&E and AT&T completed the utility service connections and extensions, and a required California State Storm Water Protection Permit was issued, and the County is in the process of completing that annual report and terminating the storm water pollution prevention permit.

FINANCIAL CONSIDERATIONS

The "County Fire – Creston –Construct Fire Station" #320008 is now ready for Final Completion and Acceptance of the Board for the Construction Contract awarded to Rarig Construction Inc. on April 19, 2011. The estimated cost of the project through completion is \$4,035, 569. The current remaining is balance is approximately \$148,000. This balance includes encumbered funds for remaining payments for the project. When all project costs are paid, it is estimated that there will be approximately \$69,000 in residual funds. These funds will either be used to support a solar installation for the site, or be returned to the Public Facility Fee reserve designation.

Funding for this project was provided from two sources, Public Facility Fees – Fire and Public Facility Fees – Law Enforcement. The Sheriff's portion is calculated as a percentage of total square footage against the cost of construction.

The charts below illustrate the project expenditures and funding. Capital project funding was initiated in FY 06-07 in the amount of \$361,800 for the acquisition of land and project start up. Additional capital project funding was approved in FY 08-09 in the amount of \$750,000 to carry the project through design and investigative site studies. The budget augmentation of \$2,992,550 at the award of the construction contract fully funded the project through completion.

Total project cost is estimated to be \$4,035,569 a savings of approximately \$69,000 from the April 19, 2011 estimate of \$4,104,350. The tables below show expenses through July 31, 2012 and current approved allocations.

| Expenditures | 04/19/2011 Project Est. @ Construction Award | 09/18/12 Estimated Budget thru Completion | Variance between 04/19/12 and 09/18/12 | 07/31/12 Total Expenses to Date |
|--|---|--|---|---------------------------------------|
| Property Purchase | \$185,062 | \$185,062 | \$0 | \$185,062 |
| Project Legal fees, professional services for property purchase | \$74,560 | \$76,608 | \$2,048 | \$76,608 |
| Project Administration | \$186,705 | \$328,300 | \$141,595 | \$318,289 |
| Professional Services Design | \$577,153 | \$590,272 | \$13,119 | \$575,446 |
| Rarig Construction Contract | \$2,519,570 | \$2,519,570 | \$0 | \$2,519,570 |
| Rarig Change Orders | \$126,000 | \$128,265 | \$2,265 | \$102,039 |
| Construction – Well, Utilities, Permits, FFE, Carpet, etc. | \$427,300 | \$199,492 | (\$227,808) | \$190,870 |

| | | | | |
|---|-------------|-------------|------------|-------------|
| Misc. Expenses: printing, postage, travel, etc. | \$8,000 | \$8,000 | \$0 | \$4,777 |
| TOTAL EXPENDITURES | \$4,104,350 | \$4,035,569 | (\$68,781) | \$3,972,661 |

The "07/31/12 Total Expenses to Date" total does not include encumbered funds between 08/01/12 and project close. The "09/18/12 Estimated Budget thru Completion" total includes all project costs, including administrative costs through project closeout and anticipated miscellaneous expenses.

| FUNDING | FUNDING TO DATE |
|---------------------------------|------------------------|
| Public Facilities Fees – Fire | \$3,795,538 |
| Public Facility Fees – Law | \$123,750 |
| PFF – Fire for Purchase of land | \$185,062 |
| TOTAL FUNDING | \$4,104,350 |

Project Administration costs were 76% higher than budgeted due to the need for the Project Coordinator to provide support and coordination for a number of additional project design and construction tasks. The original estimate was based on a project concept. As the facility design progressed, it became apparent that additional staff time was required for community outreach related to the design, as well as time for researching and overseeing a number of design and facility specific details including the following.

- Domestic /Fire Well with storage tank - design and preparation of construction documents, bidding, award, inspection and permitting. This was not a part of the Rarig construction contract.
- Caltrans encroachment permit - permit application, design coordination and permit close-out.
- Emergency Generator - coordinated APCD generator permit and inspections.
- Researched new/unique systems and equipment including:
 - Daikin HVAC equipment,
 - potential use of solar power
 - radio tower and communications design and equipment
 - roofing system change from corrugated roofing to the standing seam system.
- Phone and Data services - coordinated phone and data service between 2 agencies, AT&T and PG&E, to provide minimum number of lines required by the Fire Station for communication, reporting, alarm, etc.
- Fire pump and piping – additional coordination with the architect and contractor was needed to resolve a fire pump test failure.
- Landscaping and irrigation - coordinated plant landscaping and irrigation efforts with volunteers, risk management, General Contractor for releases and site requirements. The County coordinated the purchase of landscaping material through multiple quotes from a variety of nurseries. This was initially the responsibility of the community and volunteer groups.
- Solar system - coordinated a quote from a local vendor and evaluated design options and systems (still under consideration for installation).
- Storm Water Pollution Prevention Plan – perform inspections, report writing (consultant quote approximately \$2,000/month), preparation of annual reports (2), preparation of a Notice of Termination and development of a long term management plan.
- Furniture and equipment – initially, a County Fire responsibility. General Services researched, reviewed with and obtained approval of County Fire and coordinated solicitation of quotes for the purchase and delivery of the furnishings and equipment.

These unanticipated Project Administration costs resulted in additional expenditures and future close out costs of \$141,595.

As of July 1, 2012, the County has increased staffing at the Creston station from three days a week to seven days a week. The staffing at the Creston station is being increased by three shifts for a Firefighter II, a Fire Apparatus Engineer, and a

Fire Captain. The total expense for the additional shifts at this station is estimated to be approximately \$420,924 for this fiscal year.

The shifts for the Firefighter and Engineer positions will be covered by existing Fire personnel through careful scheduling and shifting of Fire staff as needed around the County. The Fire Captain is the only new position added to County Fire staffing. The estimated expense of \$164,591 for this position is largely offset by a combination of department salary savings and operating expenditure reductions. The staffing at this station does require approximately \$20,000 of new General Fund support to the County Fire budget.

Estimates for annual utility, maintenance and custodial costs were developed using existing costs at a similar County owned fire station in the same region, Meridian Fire Station. Based on annual costs extracted from SAP for FY 2011-12 for the Meridian Fire Station, annual utility costs are estimated to be \$17,393 (\$2.63/sf) and annual maintenance and custodial costs are estimated to be \$9,062 (\$1.37/sf).

RESULTS

The construction of a new 6,615 square foot fire station can accommodate eight full time firefighters, a Sheriff's office with interview room, and two double deep apparatus bays for up to four engines.

- The new facility provides immediate and future fire safety needs for the community of Creston and the surrounding service area in a safe and energy efficient facility.
- The new facility meets the Americans with Disability Act requirements, and the Structural Seismic Safety Act requirements for emergency operations.
- Environmental mitigation and energy goals for LEED Silver were achieved. Additional alternative energy sources are being considered and will further reduce greenhouse gases and future utility expenses.

These actions support the goals of a safe and well-governed community.

ATTACHMENTS

1. Vicinity Map
2. Creston FS NOC and Acceptance
3. Creston FS Owners Final Certificate of Completion
4. Creston FS Resolution Authorizing Execution of NOC